

## How to Use the Vehicle Maintenance Management Services & Accident Subrogation Services Statewide Contract

**Contract #:** VEH84A **Contract Duration:** 09/01/2012 to 05/31/15

**MMARS #:** VEH84A \* **Options to renew:** None

**Contract Manager:** Maureen Barends 617-720-3155 [maureen.barends@state.ma.us](mailto:maureen.barends@state.ma.us)

Last change date: 02/18/15

### Contract Summary

This contract provides Vehicle Maintenance Management Services and Accident Subrogation Services. This includes, but is not limited to, preventative maintenance service, general repairs (tune-up, exhaust, engine repairs, brakes, shocks and front-end repair and alignment), towing services, transmissions, and state inspections.

### Benefits and Cost Savings

- Awarded vendor provides vehicle maintenance management along with keeping vehicle maintenance history
- Services available statewide, 24 hours a day, 7 days a week
- Toll free number specifically for Commonwealth, 1-800-338-0619
- Awarded vendor negotiates the best price for services to be performed

### Who Can Use This Contract?

**Applicable Procurement Law:** MGL c. 7, § 22; c. 30, § 51, § 52; 801 CMR 21.00

**Eligible Entities:**

01. Cities, towns, districts, counties and other political subdivisions
02. Executive, Legislative and Judicial Branches, including all Departments and elected offices therein;
03. Independent public authorities, commissions and quasi-public agencies
04. Local public libraries, public school districts and charter schools;
05. Public Hospitals, owned by the Commonwealth;
06. Public institutions of high education
07. Public purchasing cooperatives;
08. Non-profit, UFR-certified organizations that are doing business with the Commonwealth;
09. Other states and territories with no prior approval by the State Purchasing Agent required; and

10. Other entities when designated in writing by the State Purchasing Agent

## Pricing and Purchase Options

The cost of this program has been reduced to \$2.50 per vehicle per month. Replacement folders are \$1.00 each and will be the responsibility of the requesting agency.

### Subrogation and Collection Process

Fleet Response will assess a 14.25% fee for money recovered through the Subrogation process. In the event that the Subrogation process does not lead to financial recovery by the Commonwealth, Fleet Response will seek permission, on a case-by-case basis, to submit these claims for Collection. After permission is given by OSD's OVM, the fees for Collection work will be as follows:

- 33% of the recovered amount if the work is done through a legal collections process (i.e. by a law firm), OR 25% of the recovered amount if the work is done by a Collection Agency.
- After a claim has been resolved and the collection fee of either 33% or 25% has been deducted, Fleet Response shall be entitled to 14.25% of the remaining amount and the balance will be sent to the Commonwealth.

## Additional Information

### Awarded Vendor:

#### Fleet Response

Contact: Mark Genger

Phone: 216-525-3870 ext. 101

Email: [mgenger@fleetresponse.com](mailto:mgenger@fleetresponse.com)

### Comments and Complaints:

Contract user Comments and/or Complaints regarding any aspect of this contract can be emailed directly to the Wright Express Contract Manager, noted above, and copied to the OSD Contract Manager, Maureen Barends, at [maureen.barends@state.ma.us](mailto:maureen.barends@state.ma.us).

## Where to Find Contract Information on COMMBUYS

To find in depth Master Blanket Purchase Order (MBPO) information: on the COMMBUYS, login page click on the "Contract & Bid Search" link, click the Contracts/Blankets button, enter contract number (three letters two digits) in the Contract/Blanket Description, (if you have logged in and searching, some users will see a box labelled "Header Major Status" – if so, use the dropdown menu to select "3PS-Sent), then all users click the "Find It" button, to see all MBPO's. You will see the MBPO's listed above for the four categories. If you see a "vCurrent" MBPO, it is historical information from the prior COMM-PASS system. Click the link you want to see. The Contract User Guide and RFR are posted with the MBPO's.

## Strategic Sourcing Services Team Members

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